

NOTICE OF VACANCY

AUGUSTA, GEORGIA is presently in the process of recruiting for the position described below. Applications for the positions will be given and taken at the HUMAN RESOURCES DEPARTMENT on:

**Monday-Friday
9:00 A.M. - 4:00 P.M.**

After the recruiting period is expired, the applications will be referred to the respective department.

JOB TITLE:	Building Inspector II (Mechanical Inspector)
DEPARTMENT:	License and Inspection
SALARY:	\$27,924.00 Annually
BEGINNING DATE:	June 14, 2004
CLOSING DATE:	June 22, 2004

MINIMUM QUALIFICATIONS:

High school diploma, trade school, or equivalent level of education is required. Three to five years in a similar position or sufficient mechanical experience to perform the principal duties and responsibilities of the position. Travel required from office to other locations on a regular basis. Must possess state conditioned air card and the ability to obtain ICC Certification within one year. Possess or have ability to obtain a valid state operator/driver's license.

MAJOR DUTIES:

Notify contractors, engineers, architects, subcontractors, property owners of code violations and discuss remedies for deficiencies. Check to ensure contractors are state-licensed, proper permits have been obtained, and inspections are made. Issue warnings and corrections notices, stop work orders, and initiate legal proceedings against violators. Review and inspect mechanical requirements for all buildings and structures, building plans for new construction, modifications, and renovations, and advises contractors/owners of necessary changes required for code compliance, proper work technique, and safety. Perform data entry and prepare related paperwork.

**ROOM 601 MUNICIPAL BUILDING
AUGUSTA, GA 30911
(706) 821-2874 We are an equal opportunity employer.
We do not discriminate on the basis of race, religion,
color, sex, age national origin, or disability.**